



Job Description

College / Management Unit:	Social Sciences and Law
School / Unit / Institute:	School of Social Policy, Social Work and Social Justice
Research Title:	Research Assistant
Post Duration:	8 months parttime
Research Project:	Education in a Warming World: A Collaborative Research Network on Education and Climate Change
Reports to / Principal Investigator:	Dr Orla Kelly
Salary	RA Point 9 of 17 point IUA Research Assistant Scale €29,392 Pro-rated

Position Summary:

We seek a Research Assistant (RA) to join our World University Network (WUN) Education and Climate Change Research Collaborative. This role is an exciting opportunity to work with leading academics from various disciplinary backgrounds working within climate change, science communication, and climate change education.

Our consortium includes members from several top-class research institutions in Europe, Australia and Africa. Our work seeks to understand better when, where, how, and at what scale education functions best to promote sustainability outcomes. We are looking for assistance with various aspects of the project implementation, including desk research, multimedia (video and podcast) production, and project administration.

The successful RA will report to Principal Investigator Dr Orla Kelly at the UCD School of Social Policy Social Work and Social Justice. The RA is expected to dedicate an average of **1.5-2 days per week to the project between May 2021 and December 2021 (50 days total)**.

Applicants should have academic writing expertise, communication and multimedia skills and an interest in climate change, climate change education, and science communication.

Principal Duties and Responsibilities:

Day-to-day activities will include but are not limited to:

- A demonstrated ability to conduct literature reviews and synthesising scientific content
- Editing and uploading podcasts onto podcast distributor sites
- Editing short videos on climate change-related topics
- Managing and replying to project-related correspondence.
- Attending and supporting virtual project meetings (approximately one per month)
- Conducting other administrative duties related to undertaking and disseminating the research project as they arise and requested by the Principal Investigator

Note: Duties and responsibilities are subject to modification at the discretion of the supervising instructor.

Selection Criteria:

Selection criteria outline the qualifications, skills, knowledge and/or experience that the successful candidate would need to demonstrate for successful discharge of the responsibilities of the post. Applications will be assessed on the basis of how well candidates satisfy these criteria.

Mandatory:

- Be enrolled in or have completed a graduate level degree e.g., MSc. or PhD in the field of education/ sustainability/ communications / or related field
- Display experience in report/academic writing
- Demonstrated skills and experience in multimedia communications, e.g., podcast production and visual editing skills
- Excellent relational and team-working skills (capability to collaborate constructively);
- Excellent IT, organisational, administrative and communication skills
- Demonstrate an enthusiasm for climate change education and science communication.

Relocation Expenses:

- Will not apply
- Will be applied in accordance with the UCD Relocation Policy <http://www.ucd.ie/hr/policies>

Garda Vetting required:

- NO**
- YES** – Garda Vetting will be conducted for the recommended candidate(s) as part of the selection process for the post in accordance with the UCD Garda Vetting Policy - http://www.ucd.ie/hr/t4cms/Garda_Vetting_Policy.pdf

Informal Enquiries ONLY to:

Name:	Orla Kelly
Title:	Dr
Email address:	Please send a PDF of your i) 1-page cover letter (outlining why you think you are suitable for the role), ii) CV iii) contact information of one academic referee, and iv) a 3-5 page writing sample to orkelly1@ucd.ie by Monday, April 5 th 2021, 5 pm.
Telephone:	